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EXECUTIVE OFFICER

COUNTY OF LOS ANGELES BOARD OF SUPERVISORS

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June 5, 2007

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

CONFLICT OF INTEREST AND DISCLOSURE CODE (ALL DISTRICTS) (3-VOTES)

IT IS RECOMMENDED THAT YOUR BOARD:

Approve the Conflict of Interest and Disclosure Codes for ABC Unified School District, Department of Beaches and Harbor, Cerritos Community College District, Compton Community College District, Lancaster School District, Montebello Unified School District, Mountain View School District and West Covina Unified School District to be effective the day following your Board's approval.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommendations are necessary in order to comply with the provisions of the Political Reform Act of 1974. In accordance with the Act, the Board of Supervisors must approve a Conflict of Interest and Disclosure Code for each local government agency for which the Board of Supervisors is the code reviewing body.

Pursuant to Government Code Section 87300, every agency must adopt and promulgate a Conflict of Interest and Disclosure Code that, as the code reviewing body for Los Angeles County, the Board of Supervisors must approve before the code can then take effect. In addition, pursuant to Government Code Section 87306, agencies are required to amend their Conflict of Interest Codes when such amendments are necessitated by changed circumstances.

Implementation of Strategic Plan Goals

Approval of the attached codes broadly supports the County Strategic Goal of Workforce Excellence.

The proposed amendments to these Conflict of Interest and Disclosure Codes have been thoroughly reviewed and approved by the code review staff in accordance with the procedures established by your Board.

FISCAL IMPACT/FINANCING

Local governmental agencies must have a Conflict of Interest and Disclosure Code in which designated employees are required to disclose financial interests at a level appropriate to their decision-making authority. These employees make or participate in the making of decisions that may have a foreseeable material effect on a financial interest. Adoption of a Conflict of Interest and Disclosure Code deters potential conflicts of interest, thereby averting misuse of public funds.

The recommended action has no effect on budget revenues and expenditures.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The code review staff recommends that your Board approve the amended Conflict of Interest and Disclosure Codes for the agencies listed below, pursuant to Government Code Section 87300.

Substantive Changes

ABC Unified School District

- Adds *Director, Human Resources* to the code.

Department of Beaches and Harbor

- Adds *Assistant Division Chief, Facilities and Property Maintenance, B&H and Contract Monitor, Recreational Services* to the code.

Cerritos Community College District

- Modifies the Incorporation Page to reflect those positions that will file directly with the Executive Office.

Cerritos Community College District (continued)

- Makes changes in Exhibit "A" to language dealing with "Officials Who Manage Public Investments."
- Expands the definition of "Consultants."
- Changes the titles of three (3) positions
- Adds *Director of Human Resources; Director Public and Governmental Relations; Director of Research and Planning; Title V Project Director; Executive Dean of Community, Industry and Technology Education; Director of Economic Development; Dean of Student Support Services; Dean of Disabled Student Program and Services; Chief of Campus Police; Director of Student Activities and Dean of Admissions, Records and Services* to the Code.
- Adjusts the disclosure categories for four (4) positions.

Compton Community College

- Entirely revises the code by modifying the disclosure categories, adding, deleting, and changing the titles of numerous positions due to the district's reorganization as a satellite of El Camino Community College District.

Lancaster School District

- Changes the title of one (1) position.
- Adds *Director of Purchasing* to the code.

Montebello Unified School District

- Changes the title of one (1) position.

Mountain View School District

- Modifies the Incorporation Page to reflect those positions that will file directly with the Executive Office.
- Changes the titles of three (3) positions.

The Honorable Board of Supervisors
June 5, 2007
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West Covina Unified School District

- Changes the titles of two (2) positions.

IMPACT ON CURRENT SERVICES

Approving the attached Conflict of Interest and Disclosure Codes for these agencies will further the purposes of the Political Reform Act of 1974 and will require the individuals designated in each agency's code to disclose appropriate economic interests in their Statements of Economic Interests.

Respectfully submitted,



Sachi A. Hamai
Executive Officer

SAH:DG:gs

Attachments (8)

Chief Administrative Officer
County Counsel

Conflict of Interest Code
of the

ABC UNIFIED SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

ABC UNIFIED SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Designated positions in this category must report:

- A. Interest in real property located entirely or partly within district boundaries, or within two miles of District boundaries or of any land owned or used by the District. Such interests include any leasehold, beneficial or ownership interest or option to acquire such interest in real property.
- B. Investments in and business positions with and income from sources which:
 - 1. Are engaged in the acquisition or disposal of real property within the District.
 - 2. Are contractors or subcontractors which are engaged in work or services of the type used by the District, or
 - 3. Manufacture or sell supplies, books, machinery or equipment of the type used by the District.

CATEGORY 2

Designated positions in this category must report investments in and business positions with and income from sources which:

- A. Are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs, or
- B. Manufacture or sell supplies, books, machinery or equipment of the type used by the department, which the designated person manages or directs.

CATEGORY 3

Individuals who perform under contract the duties of any designated position shall be required to file statements of Economic Interest disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interest by providing information, advice, recommendation or counsel to the agency which could affect financial interest, shall be required to file statements of Economic Interest, unless they fall within the Political Reform Acts exceptions to the definition of consultant. The level of disclosure shall be determined by the executive officer (or head) of the agency.

ABC UNIFIED SCHOOL DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Assistant Superintendent, Academic Services	1
Assistant Superintendent, Human Resources	2
Director, Human Resources	2
Director, Schools	2
Director, Purchasing / Risk Management	2
Director, Maintenance, Operations, Transportation and Facilities	2
Director, Pupil Support Services	2
Director, Child Development / Special Programs	2
Director, Information and Technology	2
Supervisor, Purchasing	2
Supervisor, Transportation	2
Supervisor, Grounds and Building Services	2
Manager, Information and Technology	2
Purchasing Buyers	2
Consultant	3

ABC UNIFIED SCHOOL DISTRICT

EXHIBIT "B" (Continued)

Officials Who Manage Public Investments

It has been determined that the positions listed below manage public investments and must make disclosure pursuant to Government Code Section 87200 et. seq.

Governing Board Members

Superintendent

Deputy Superintendent

Chief Financial Officer

Director, Fiscal Services

Conflict of Interest Code
of the

BEACHES AND HARBORS, DEPARTMENT OF

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

BEACHES AND HARBORS, DEPARTMENT OF

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interests in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all financial interests (including but not limited to business positions, investments, income, gifts or loans) in persons or business entities that: (1) manufacture, provide or sell services or supplies of a type utilized by the agency; (2) have an interest in any agreement (including but not limited to contracts, leases, concessions, licenses, and permits) administered by the agency; or (3) have a pending bid, proposal or statement of qualifications for the purpose of entering into an agreement administered by the agency.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interest disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

BEACHES AND HARBORS, DEPARTMENT OF

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Director	1, 2, 3
Chief Deputy Director	1, 2, 3
Deputy Director, B&H	1, 4
Division Chief, B&H	1, 4
Chief Property Manager, B&H	1, 4
Assistant Division Chief, Facilities and Property Maintenance, B&H	1, 4
Lease Specialist, B&H	1, 4
Senior Marketing Analyst	4
Marketing Specialist, B&H	4
Head, Management Services	4
Planning Specialist, B&H	1, 4
Special Assistant, B&H	4
Senior Real Property Agent	1, 4
Real Property Agent II	1, 4
Information Systems Supervisor II	4
Fiscal Officer I	4
Building Complex Manager II	1, 4
Contracts Analyst, B&H	4
Contract Monitor, Recreational Services	4

BEACHES AND HARBORS, DEPARTMENT OF
EXHIBIT "B" (Continued)

Financial Specialist IV	4
Administrative Services Manager II	1, 4
Senior Accounting Systems Technician	4
Planner, B&H	1, 4
Supervising Contract Monitor	4
Consultant	5
EFFECTIVE:	

Conflict of Interest Code
of the

CERRITOS COMMUNITY COLLEGE DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Exhibits designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board of Trustees and President/Superintendent, and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

The Conflict of Interest Code and all amendments thereto shall be approved by the Board of Trustees of the agency.

CERRITOS COMMUNITY COLLEGE DISTRICT

EXHIBIT "A"

DISCLOSURE CATEGORIES

A. Officials Who Manage Public Investments

Subject to the provisions of Government Code sections 87200 through 87210, an official in this category shall disclose:

- (a) Interests in real property located within the jurisdiction of the District.
- (b) Business positions, investments, and income (including gifts and loans).

B. Designated Employees

Category 1: Designated employees whose duties are broad and indefinable.

A designated employee in this category shall disclose:

- (a) Interests in real property located within the jurisdiction of the District.
Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence.
- (b) Business positions, investments, and income from persons and sources which plan to do business, are currently doing business, or have done business within the jurisdiction of the District during the previous two (2) years.

Category 2: Designated employees whose duties involve contracting or purchasing.

A designated employee in this category shall disclose:

Investments and business positions in business entities, income from sources of the type which plan to do business, are currently doing business, or have done business with the District or College within the previous two (2) years and which provide services, supplies, materials, machinery or equipment of the type utilized by the District.

CERRITOS COMMUNITY COLLEGE DISTRICT

EXHIBIT "A" (Continued)

Category 3: Designated employees whose decisions may affect real property interests.

A designated employee in this category shall disclose:

Investments and business positions in business entities, income from sources of the type which plan to do business, are currently doing business, or have done business with the District or College within the previous two (2) years and which engage in land development, construction or the acquisition, lease or sale of real property, and all interests in real property located within the jurisdiction of the District.

CERRITOS COMMUNITY COLLEGE DISTRICT

Exhibit B

DESIGNATED OFFICIALS AND EMPLOYEES

- 1.0 It has been determined that the following designated officials and employees make or participate in the making of decisions which may foreseeably have a material effect on financial interests.

OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

Members of the Board of Trustees

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Superintendent/President	1
Vice President of Academic Affairs/ Assistant Superintendent	1
Vice President of Business Services/ Assistant Superintendent	1
Vice President of Student Services/ Assistant Superintendent	1
Director of Human Resources	1
Director of Public and Governmental Relations	2
Director of Research and Planning	2
Title V Project Director	2
Director of Purchasing	2, 3
Director of Fiscal Services	2
Executive Director Foundation	2
Director of Physical Plant	2, 3
Director, Information Technology	2

CERRITOS COMMUNITY COLLEGE DISTRICT

EXHIBIT B (Continued)

Executive Dean of Community, Industry, and Technology Education	2
Director of Economic Development	2
Dean of Student Support Services	2
Dean of Disabled Student Program and Services	2
Chief of Campus Police	2
Director of Student Activities	2
Dean of Admissions, Records & Services	2

Consultants

Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the Code subject to the following limitation:

The Superintendent/President may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent/ President's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to CCCD which could affect a financial interest of the individual shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant.

COMPTON COMMUNITY COLLEGE DISTRICT CONFLICT OF INTEREST CODE

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, et.seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated into the Conflict of Interest Code of this District. This regulation and the attached appendices designating officials and employees and establishing economic disclosure categories shall constitute the Conflict of Interest Code for the Compton Community College District.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements (assuming office, leaving office, annual report) with the Chief Executive Officer/Provost; or his or her designee. The District shall make and retain a copy of all statements filed by its Governing Board Members and the Special Trustee, and forward the original of such statements to the Executive Office of the Los Angeles County Board of Supervisors.

The Compton Community College District shall retain the originals of statements for all other Designated Positions named in the District's Conflict of Interest Code. All retained statements, original or copied, shall be available for public inspection and reproduction (Government Code Section 81008).

COMPTON COMMUNITY COLLEGE DISTRICT
EXHIBIT A

Disclosure Categories

Category 1:

Persons in this category shall disclose all interest in real property located within the jurisdiction of the District. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the District.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

Category 2:

Persons in this category shall disclose all investments and business positions.

Category 3:

Persons in this category shall disclose all income and business positions.

Category 4:

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business (for profit or non-profit entities) or persons that manufacture, provide or sell service and/or supplies of a type utilized by the District and associated with the job assignment of designated positions assigned to this disclosure category.

Category 5:

Persons in this category shall disclose all income from, investments in and business positions with any district employee or student, any agent or employee association representing any such employee or student, and business positions or income from any entity owned or controlled by such employee or any employee's spouse or other financial dependent.

EXHIBIT A (Continued)

Category 6:

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the Chief Executive Officer or the District.

Category 7:

Persons in this category shall disclose all interests in the business positions, investments in, and income (including gifts and loans) received from for profit business and nonprofit entities that provide services of type utilized by the Compton Community College District or that are eligible to receive grants or other financial support from the District.

COMPTON COMMUNITY COLLEGE DISTRICT
CONFLICT OF INTEREST CODE
EXHIBIT B

- 1.0 Designated positions and disclosure categories for current personnel are as follows:

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Governing Board Member	1, 2, 3
Special Trustee	1, 2, 3
Associate Special Trustee	1, 2, 3
Chief Executive Officer/Provost	1, 2, 3
Dean, Academic Affairs	1, 2, 3
Dean, Vocational Technology Education	1, 2, 3
Dean, Student Affairs	2, 3
Assistant Purchasing Agent	4
Director, Athletics	4, 5
Director, Learning and Library Resources	4
Consultants	6
Personnel Commission	1, 2, 3
Dean, Human Services/Nursing	4, 5
Director, Fiscal Affairs	1, 2, 3
Director, Facilities Planning, Construction, and Contracts	1, 2, 3
Dean, Human Resources	2, 3
Director, CalWORKs/TANF	2, 3
Supervisor, CalWORKs	4, 5
Director, TRIO Programs	4
Director, EOPS/CARE	4, 5
Director, Special Programs and Services	4, 5
Director, Financial Aid	4, 5
Director, Management Information Systems	4
Director, Enrollment Management	4, 5
Project Director, Title V/Executive Director, CCCD Foundation	1, 2, 3
Chief, Campus Police	4
Manager, Management Information Systems	4
Director, Child Development Centers	4, 5
Financial Aid Coordinator	4
Manager, Bookstore	4

Effective:

Conflict of Interest Code
of the

LANCASTER SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

LANCASTER SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

LANCASTER SCHOOL DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Member, School Board	1, 2, 3
Superintendent	1, 2, 3
Assistant Superintendents	1, 2, 3
Director of Facilities	4
Director, Child Nutrition Services	4
Director, Information & Technology Services	4
Director of Purchasing	4
Consultant	5

EFFECTIVE:

Conflict of Interest Code
of the

MONTEBELLO UNIFIED SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

MONTEBELLO UNIFIED SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

**MONTEBELLO UNIFIED SCHOOL DISTRICT
EXHIBIT "B"**

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Member, Board of Education	1, 2, 3
Superintendent	1, 2, 3
Assistant Superintendent, Human Resources	4
Assistant Superintendent, Instructional Services	4
Assistant Superintendent, Facilities and Operations	1, 2, 3
Assistant Superintendent, Pupil and Community Services	4
Assistant Superintendent, Business Services	1, 2, 3
Director, Curriculum & Instruction	4
Director of Federal & State Projects	4
Director of Facilities Development	1, 2, 3
Director of Information Systems	4
Director of Maintenance and Operations	2, 3
Director of Nutrition Services	4
Director of Procurement and Logistics	1, 2, 3
Director of Risk Management	4
Director of Transportation	1, 4
Procurement Manager	4
Senior Buyer	4
Consultant	5

**MONTEBELLO UNIFIED SCHOOL DISTRICT
EXHIBIT "B" (Continued)**

Officials Who Manage Public Investment:

It has been determined that the position listed below manages public investments and will file a Statement of Economic Interests pursuant to Government Code Section 87200 et seq.

Controller

EFFECTIVE:

Conflict of Interest Code
of the

MOUNTAIN VIEW SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Governing Board Members and the Superintendent and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

MOUNTAIN VIEW SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

MOUNTAIN VIEW SCHOOL DISTRICT

EXHIBIT "B"

Designated Positions

Disclosure Categories

Member, School Board	1, 2, 3
Assistant Superintendent/Educational Services	4
Assistant Superintendent/Personnel Services	4
Buyer	4
Director of Curriculum, Instruction, and Staff Development	4
Director/Food Services	4
Director of Special Projects	4
Director of Assessment and Evaluation	4
Principal	4
Director of Maintenance & Operations	4
Director of Transportation	4
Consultant	5

Officials Who Manage Public Investments

It has been determined that the positions listed below manage public investments and will file a Statement of Economic Interests pursuant to Government Code Section 87200 et seq.

Superintendent
Assistant Superintendent/Business Services
Director of Fiscal Services

Effective:

Conflict of Interest Code
of the

WEST COVINA UNIFIED SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations,
Section 18730 by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer, or Chief Executive Officer, Superintendent, or Director) and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

WEST COVINA UNIFIED SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

WEST COVINA UNIFIED SCHOOL DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Governing Board Members	1, 2, 3
Superintendent	1, 2, 3
Assistant Superintendent Business Services	4
Assistant Superintendent Educational Services	4
Assistant Superintendent, Personnel Services	5
Director, Purchasing & Support Services	4
Director, Food Services	4
Director, Building & Transportation Services	4
Director, Technology Services	4
Director of Fiscal Services	4
Consultant	5

Effective: